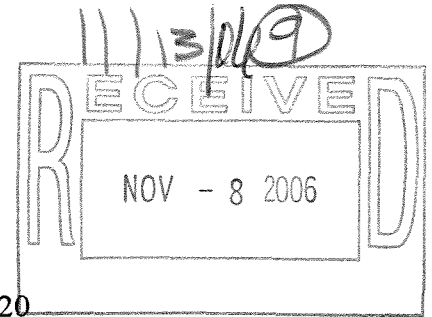




TOWN OF ACTON
472 Main Street
Acton, Massachusetts, 01720
Telephone (978) 264-9608
Fax (978) 264-9630



Cathy Fochtman
Recreation Director

Date: November 8, 2006
To: Don Johnson, Town Manager
From: Cathy Fochtman, Recreation Director
RE: Ball Field advertising signs at 2A/27

The Recreation Commissioners met on Tuesday, November 7 and reviewed the sign policy for advertising at Veteran's Field. Materials that I presented regarding the policy, including recent input from Acton Boxborough Youth Baseball, are attached. In brief, sign advertising garners ABYB \$9,000 in additional revenue to offset the 10% of their operating costs that they expend on field maintenance. Given the commitment of ABYB to supporting the development of School Street baseball fields, the Commissioners voted in favor of renewing the current policy for three years, 3-0. ABYB has pledged \$10,000 for the initial phase of the School Street project and in the 10%-20% range of their operating budget for long-term, likely at the higher end of this range.



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Date: November 7, 2006
To: Recreation Commission
From: Cathy Fochtman, Recreation Director
RE: Ball Field advertising signs at 2A/27

The Board of Selectmen will be reviewing the sign policy for advertising at Veteran's Field at their November 13, 2006 meeting. I have discussed this issue with Sanjay Khosla, Field Coordinator for Acton Boxborough Youth Baseball. ABYB would like to continue the current policy, which permits them to collect fees from sponsors for advertising signs. The funds ABYB receives from the sign revenue help to defray the cost of the maintaining Veteran's and Jones fields. Below is a summary of their most recent expenditures during 2006:

Reconstruction of infield base paths, mound, bullpen, home plate circle	\$ 4,440
Fertilizer Program	3,070
Overseeding V2 infield	450
Waterproof tarps for home plate and mounds	230
Fencing repair to backstops	3,590
Fencing repair to V2 outfield	625
Super Sopper, L Screens, and other field equipment	1,988
TOTAL	\$14,393

As you can see, ABYB spends a lot of money maintaining Veterans Field. 10% of their 2006 revenue was spent on Veteran's and Jones fields.

I have attached copies of a presentation given to the Recreation Commission from former Recreation Director Nancy McShea and Allan Fraser from ABYB on September 23, 2003 that details the agreement. ABYB continues to honor the agreement with the Recreation Department to pay electrical costs associated with lighting 2A/27, fertilizing, grub control and seeding, replacement of infield mix, lining fields for games and practices and all other maintenance not already covered by town staff. In the last two years, ABYB has also stepped up the care that is taken to groom the fields by doing seasonal reconstruction and having teams follow a maintenance policy, also attached.

I recommend that the current policy be renewed for three years.

Field Maintenance

Many Hands Make Light Work:

Coaches are encouraged to discuss Field Maintenance with all players and parents at the beginning of the season. Most parents are willing to assist in any way and it is encouraged to assign “field parents” so that coaches can focus on what they’re best at – Coaching. Don’t be bashful – ask them to help.

Lining the fields:

The home team is responsible for lining the fields before each game. Having a freshly lined field is part of the baseball experience. Visiting teams can feel free to assist. Lime, liners, and batter’s box templates are available at the field.

Soft Toss:

Metal fences and backstops are not to be used for soft toss or pitching drills. The curved backstop fences behind home plate are from thousands of balls hitting it every year, constantly damaging them. Soft toss against the fence with a hard ball exacerbates the problem. Soft toss nets are provided at each field for this activity. Backstops *can* be used for soft toss only with rag-balls or wiffle balls.

Left Field Wall at Veterans Field:

The plywood forming the wall for the Green Monster in left field is nailed in place, not screwed. Any excessive jumping on, or bouncing a ball against it, will help pop the plywood away from its frame and/or posts.

Raking of Fields:

The purpose of raking the infield dirt is two-fold. First, it provides for a safer playing surface, with fewer bad hops. Second, a raked, level surface handles inclement weather better. Rain disperses more evenly, creating fewer puddles and low spots. This makes for easier, faster preparation for play.

Baselines should be raked along the base path, not across. This keeps mounding, or the forming of steep lips at the start of the grass to a minimum. Rakes and drag mats are available in the bulkheads at each field and can be used to smooth out the infield. When using drag mats, take caution to only drag the infield dirt area and not the grass. When finished dragging to a smooth and level surface, do not pull the drag mat onto the grass as this will pull infield dirt onto the grass. Roll up the drag mat while still on the dirt and put away in the bulkhead.

Special attention should be directed to the pitcher’s mound, the batter’s box, and the base areas. They should be raked and leveled after each game and each practice.

Outfield Holes:

Bored kids of all ages seem to like digging in the dirt. Keep an eye on your outfielders. Standing in a six-inch hole, or falling in one isn't part of the game. DO NOT fill outfield holes with infield mix. Nothing will grow in the clay-sand material. Let the coordinator know. If you must fill in the holes, use some loam from an out-of-play area.

Dugout Fences:

Keep the kids from hanging on, climbing on, kicking or hitting the fences. Every year, the league has to spend money needlessly on fence repair.

Preparation of the Field After Rain:

If it has rained prior to your game, get there at least a half hour earlier than normal. Bring friends. Any standing water should be spread out over the infield dirt. Pushing it onto the grass builds up a lip around the infield, making the problem worse in the future. Infield mix also builds up over the loam, killing the grass.

In real mushy areas, shovel out the muck, placing it in a place to dry-out, and replace with fresh infield mix (if available). Obviously, this can only be done in limited areas.

Remember, proper raking and leveling prior to any rain storm makes getting the field in game-shape that much easier.

Most fields have a special roller called a Super Sopper for picking up water. It works, if you are patient.

After EVERY Game/Practice:

Rake and level the field. This is not optional.

The fields and stands should be policed. Family and friends should clean-up after themselves. Trash bags are provided in each bulkhead. All trash at Veterans' Field must be brought to the parking lot area, since the Town will only pick-up trash from there.

Waterproof Tarps for Home Plate and Mound (Veterans and Jones Fields only):

There are round waterproof tarps and ground stakes located in the bulkheads that can be used to cover the home plate circle and mound. These covers effectively protect the ground from water saturation during heavy rain.

When removing the tarps, fold them and return to the bulkheads for their next use. Do not leave removed tarps on the field.

October 27, 2006

TO: Conservation Administrator, Recreation Director
FROM: Christine Joyce, Town Manager's Office

Attached please find materials regarding Veterans' Field advertising signs. The issue was to be brought back this October for Board review and reassessment.

Please send me your comments and suggestions for this review. This issue will be discussed on November 13, 2006. Please have your comments in to our office before Friday November 10th,

Peter wanted to have them working on plans for School Street, Morrison land as well as the property behind Brook side Mall. Peter commented on beach fee decline. He would like to see recommendations from them and to help them understand the reasons why it may have declined.

Michelle expressed her displeasure in the fact that the recreation area behind the South Acton Fire is a mess with people letting their dogs defecate and just leaving it for small children to become exposed to it. A Kiosk has been set up with poop bags but when and if they do, they leave the bags on the grass and do not dispose of it properly. It has become a really unhealthy condition at that site. She asked what we could do to stop this. The Board assured her that a leash law would not combat this issue

SELECTMEN'S BUSINESS

TOWN MEETING - Don has the signed document with regard to Station Master House.
DORE' HUNTER - Moved that this Board recommend this Article at the Special Town Meeting pending Planning Board recommendation. Motion withdrawn.

Peter was concerned about the carriage house; he is seeking greater strength in the agreement and wanted to nail the use down. Trey wanted to attend the Planning Board hearing on this and to deliver the agreement. Don will get a side letter about the use of the Carriage House from Mr. Bertolami.

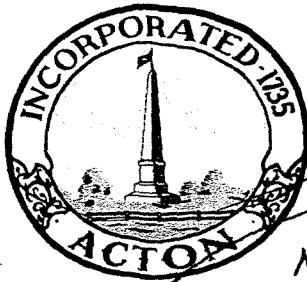
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DORE' HUNTER - Moved to accept the reappointments as set forth in the memo of October 6th. **PETER ASHTON** - Second. **UNANIMOUS VOTE**

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DORE' HUNTER - Moved to appoint Brian Bendig as Alternate, and that when elevated to Regular Member a full Board of Selectmen Interview will be held. **TREY SHUPERT** - Second. **UNANIMOUS**

BALL FIELD ADVERTISING SIGNS ROUTE 2A AND 27 - Walter outlined the report from Nancy McShea. Peter has worked with the little leagues and feels it is a reasonable request. Dore' asked that they have a two year policy and it was noted that they wanted to remain at three years. **PETER ASHTON** - Moved to approve three year
ROBERT JOHNSON - Seconded - **UNANIMOUS VOTE**

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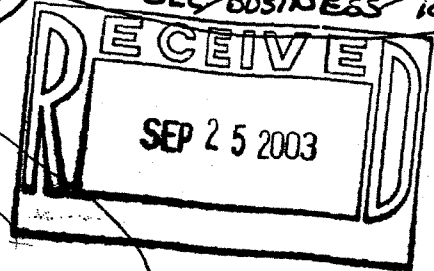
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Nancy McShea
Recreation Director

NOTE TO BOS -
THIS IS THE POLICY THE BOARD
ADOPTED FOR VETERANS' FIELD. NOTE
THAT IT NEEDS TO BE ADDRESSED AGAIN
IN OCTOBER 2006.

Date: September 23, 2003

To: Don Johnson, Town Manager

From: Nancy McShea, Recreation Director

RE: Ball field advertising signs at 2A/27 field.

The Acton Recreation Commission recently met with the Acton Boxborough Youth Baseball program to discuss the advertising signs on 2A/27 (Veterans) Field. Three years ago the Board of Selectmen granted Little League full rights to the revenue generated from these ball field signs. The end of that three year period will be approaching this spring and Little League is seeking to continue receiving the revenues from these signs.

The Acton Recreation Commission supports the efforts of the AB Youth Baseball program in it's' creativity in financing this program. At this time we do not see a need to take this revenue, approximately \$9,000, away from the Little League Program; we do however feel that this agreement should be revisited in three years. We would however like to see this formal agreement take place and ask that Little League (LL) contribute to their own field maintenance programs in a manner that is consistent with other sports programs in town do. To this end we would like to have an agreement with Little League that allows them to maintain the advertising revenues and in return they will be responsible for the following items:

- Electrical costs associated to the lights at 2A/27. (currently LL pays this)
- All fertilizing, grub control and seeding done on this field. (currently LL pays this)
- Replacement of any infield mix. (currently LL pays this)
- Lining this field for games and/or practices. (currently LL pays this)
- All other maintenance with the exception of mowing, trash removal; weed whacking and any other items that our staff would be doing on any other fields in town. (Currently paid by LL and rec. dept.)

The Recreation Commission feels that this would benefit both organizations and would allow Little League to continue the positive rapport that it has with town businesses that currently sponsor field signs and sponsor teams. If the Recreation Department were to take over the revenue from these signs then the items listed above would be covered through our department. The Recreation Commission would be available to discuss this further with the Board of Selectmen if necessary. Thank you for your consideration of this matter.

The Acton Recreation Commission voted unanimously to accept this agreement on September 23, 2003. Attached with this memo is the official proposal presented to the Acton Recreation Commission for consideration.

Sign Revenue Proposal to Acton

**Nancy McShea
Recreation Commission**

**Allan Fraser
AB Youth Baseball Fundraising Coordinator**

Proposal:

To continue to strengthen the partnership between the Little League and the Town of Acton, with each concentrating on their area of expertise to the benefit of the 1000 AB youth who play LL baseball.

Little League Enjoys a Strong Partnership with Acton:

0 Over 1000 A-B children play LL on 80+ teams

0 The town contributes a lot of expertise and labor to maintain the fields (i.e. Dave Lee and crew saved us \$4K on netting project at 2A/27 this summer).

0 LL raises revenues in many different ways:

- player registrations**
- team sponsorships**
- sign sponsorships**
- snack shack**

Field Expenses Paid by Town of Acton 2003 :

- Veterans Field (@2A/27)

Perma-lines	\$ 1 000
Infield Grooming Machine	\$ 8 500
(also used at Jones and NARA)	
Warning Track	\$ 2 000 + labor
Replaced Bleachers	\$ 2 000 + labor
Installed Foul Poles	\$ labor
Installed Netting	\$ labor (est. \$4 000)
Installed picnic tables	\$ 500 + labor

- Jones Field (off Central)

Replaced Bleachers	\$ 2 000 + labor
Installed Bulkhead	\$ labor

2003 Total	\$ 16 000 + labor
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Field Expenses Paid by AB Little League 2003 :

- Veterans Field (@2A/27)

Safety Netting	\$ 4 000
Fertilizer	\$ 3 500
Infield Mix	\$ 700
Lime	\$ 150

- Jones Field (off Central)

Sod Infield	\$ 10 000
Fertilizer	\$ 3 500
Lime	\$ 150

- Hart Field (@Conant)

Infield Mix	\$ 700
Lime	\$ 150
Infield	\$ 7 000 (Fall 2003)

- MacPherson Field (@Conant)

Infield Mix	\$ 700
Lime	\$ 150

2003 Total

\$ 30 700

Field Expenses Forecast To be Paid by AB Little League 2004:

- Veterans Field (@2A/27)

Fertilizer	\$ 3 500
Infield Mix	\$ 700
Lime	\$ 150

- Jones Field (off Central)

Fertilizer	\$ 3 500
Lime	\$ 150

- Hart Field (@Conant)

Infield Mix	\$ 700
Lime	\$ 150

- MacPherson Field (@Conant)

Fencing &	\$ 11 000
Backstop	
Sod Infield	\$ 7 000
Lime	\$ 150

2004 Total	\$ 27 000
-------------------	------------------

Veterans Field Sign Details:

0 LL sign revenue at 2A/27 is approximately 9K per year.

0 Sign sponsors pay \$500 per sign per year X 18 signs.

0 Sign costs are \$350 for sign (sponsor pays), LL procures sign, and annual maintenance (wash once per year) and check (lost or fallen down signs).

0 LL desires to continue the relationship with sign sponsors as many of them are also team sponsors.

Little League Sign Revenue Proposal:

LL proposes to collect sign sponsor money and pay the town for services they provide to help maintain the fields (like fertilizer this year

- \$7K for fertilizing 2A/27 and Jones was paid by LL, where the town paid this expense in the past).

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